



Department of Human Resources
311 West Saratoga Street
Baltimore MD 21201

FIA INFORMATION MEMO

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**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
FAMILY INVESTMENT SUPERVISOR AND ELIGIBILITY STAFF**

FROM: ROSEMARY MALONE, EXECUTIVE DIRECTOR

**RE: TRAINING ANNOUNCEMENT – QUARTERLY BRIEFING, WORK
REGISTRATION/ABAWD AND ONGOING CARES AND BASIC
TRAINING**

PROGRAM AFFECTED: ALL PROGRAMS

ORIGINATING OFFICE: OFFICE OF PROGRAMS

SUMMARY:

Quarterly Briefing

Due to a scheduling conflict, the date of the next Quarterly Briefing has been changed to **Thursday, August 13**. The Quarterly Briefing is scheduled from 1:30 PM-3:30 PM. Our special guest will be Sara Muempfer, Director of the Bureau of Workforce Development.

Ms. Muempfer will discuss the changes coming to the Temporary Cash Assistance program when we move the long term disabled population from a State General Funds category of assistance to Federal Temporary Assistance to Needy Families (TANF) funds on October 1, 2015 and the impact on work requirements. She will also discuss the Food Supplement Program changes to Able Bodied Adults Without Dependents (ABAWDs) work requirements coming January 1, 2016.

Although the large number of participants prevents us from taking questions during the Briefing, we will respond during the briefing to questions sent to us in advance. Please forward any questions to Marilyn Lorenzo, Interim Director of Policy, Research and Training at marilyn.lorenzo@maryland.gov prior to the Quarterly Briefing.

We will discuss:

Action Transmittal 15-25 SANCTIONS FOR NON-COMPLIANCE WITH FOOD SUPPLEMENT EMPLOYMENT AND TRAINING

Action Transmittal 15-27 QUARTERLY BRIEFING SCHEDULE

We will talk about the registration link on FIPNET that will be provided in the week prior to the Briefing and opportunities for questions.

xPressions Training

xPressions is a new system designed to issue more customized and individualized letters and notices to customers. The system is scheduled to migrate into production on August 28. Letters will be the first phase migrated, with notices at a later date.

The **xPressions** training is scheduled for August 17 through August 27 via Web-Ex. The material will be covered in a three hour session, with sessions available Monday, Wednesday and Friday afternoons from 1 PM to 4 PM and Tuesday and Thursday mornings from 9 AM to 12 noon.

The class can accommodate up to 200 people per training session. Each session is scheduled on a first come, first scheduled basis. Each local department must ensure members of their staff attend the training. A make-up session will be held in September for persons who are out of the office and not able to attend any of the August training sessions.

Able Bodied Adults Without Dependents (ABAWDs)–Employment and Training Discussion

On September 9th the Bureau of Workforce Development (WFD) and Policy, Research and Training (PRT) will hold a meeting for Assistant Directors, work program staff, vendors and others that Assistant Directors deem appropriate to attend. The meeting will run from 9-4 at the MD Department of Transportation (MDOT) conference room in Hanover, MD. While some counties will be exempt from ABAWD requirements we believe this meeting and discussion will be beneficial to all.

The day will include a brief overview of work registration requirements, ABAWD policy and the waivers and 15% exemptions, ABAWD allocations, PASS Plans and other related topics.

We will provide a registration link on FIPNET two weeks prior to the meeting.

WORK REGISTRATION/ ABAWD TRAINING

PRT and WFD are in the process of scheduling training on work registration and ABAWD policy for all case managers and vendors. We plan to structure the training in two tiers; the first series of Web-Ex trainings will include work registration and an

introduction to ABAWD policy primarily for staff in those counties that are exempt from ABAWD requirements. The second tier of the training will be full day session set up regionally for the non-exempt counties who must implement ABAWD policy. Staff must attend one day of training. This training series is scheduled to begin in November 2015. Additional information will be shared in September which will include dates, locations and registration information.

On-going training-CARES and Basic Training

The schedule for our on-going training is posted on FIPnet through the end of the year. If you have new staff members who need to attend training, please schedule them through these links. You must register your staff for training. On-going training is:

- Ten days of Level 1-Food Supplement and an introduction to Temporary Cash Assistance (including policy shared with FSP) at the training lab at 1910 North Broadway in Baltimore City.
- Ten days of Level 2 via Web-Ex/distance learning training- 3 hours per day -this finishes all FSP training with CARES.
- Ten days of Level 3 via Web-Ex/distance learning training -3 hours per day for In-depth basic TCA policy and CARES
- Ten days of Web-Ex/distance learning training-3 hours per day for Level 4-completion of TCA policy and CARES including work program requirements. This does not include WORKS system training.
- Five days of CARES at the training lab at 1910 North Broadway in Baltimore City.

We do not schedule new case managers for the five day CARES training. CARES training for new eligibility staff is built into the Level 1-4 training.

INQUIRIES: Please direct Food Supplement questions to Rick McClendon at 410-767-7307 or rick.mcclendon@maryland.gov, TCA questions to Fatmata Khella at 410-767-7956 or fatmata.khella@maryland.gov, and TDAP questions to Michelle Green at 410-767-7944 or mgreen@maryland.gov. Please direct Public Assistance to Adults (PAA) questions to Vera Lynch at 410-767-7953 or vera.lynch@maryland.gov. Workforce Development questions should be referred to Sean Washington at sean.washington@maryland.gov. Training scheduling questions should be referred to Shawan West at 410-767-3513 or shawan.west@maryland.gov.

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